



BILLINGS PUBLIC LIBRARY BOARD MEETING

June 9, 2022
12:00 p.m.

Board and City Staff present:

David Darby, Chair	Andrea Horrell, Vice Chair	Peggy McSweyn, via Zoom
Lloyd Mickelson via Zoom	Jennifer Smith	Cheryle Fisher via Zoom
Staci Samuelson	Trudi Paulson	Roger Young
Gavin Woltjer, Library Director	Hannah Stewart-Freeman, Assistant Director	Jamie Bratlie, Library & Facility Coordinator
Kelsie Rubich, Info. Systems Coordinator		

Absent:

Guests:

Public Comment

None

Chair's Comments

Chairman Darby reminded the Board a July meeting is not typically held. If no one objected (none), then the Board will meet again in August. Darby also asked the Board if anyone is interested in signing up with Library Works to let him know, as there is a discount if four or more register. Lastly, Darby noted he will meet with McSweyn and Horrell to write the Annual Report. He will send it out in an email and asked for any comments by the end of the month. The final draft will be submitted to Director Woltjer in August.

Consent Agenda

- a. Motion and second to approve the May 2022 minutes. Young stated he felt the May minutes were lacking pertinent discussion details for absent Board members. Horrell agreed, and they asked for more information when lengthy discussions occur during a meeting. Vote to approve the May minutes. All in favor.

Mickelson/McSweyn

Adoption of the FY23 –FY25 BPL Strategic Plan

Woltjer presented the updated Strategic Plan to the Board.

Changes/updates:

- The Director letter and Board letter are updated. In the Board letter, Woltjer changed Kiosk to Library Express Locker. Paulson noted a missing "of" and Horrell offered "word smithing" edits throughout the document that Woltjer will consider and make changes.
- The Board picture will be updated following today's meeting.
- The library management team will spend a meeting compiling the online survey data (308 respondents as of the meeting time) and will report to the Board.

- Goals' objectives are updated. Discussion included adding the Library Express Lockers under Goal #1 Make Access Happen, as well as where it is presently noted in the second goal. Young inquired whether the BPL has a formal understanding with the Laurel Library. Woltjer explained that the Laurel library is a City of Laurel entity, with its own Board, and receives funding from the County Commissioners. Woltjer said Sunnyside Library is funded by the County Commissioners as well. Smith asked what "rural organizations" are. Woltjer said schools, senior groups, and potential library partners.

Woltjer's intent is for the Board to approve or not approve the Strategic Plan with the changes, including those discussed at this meeting. Woltjer updated the school objective to include all curriculum teachings. Motion and second to accept the Strategic Plan as currently written, adding the changes from the meeting's discussion. All in favor.

Young/Fisher

Woltjer expressed the accomplishments of staff during the previous Strategic Plan. Horrell noted the accomplishments under every goal objective and inquired how frequently those are updated. Woltjer said quarterly. Horrell then asked if the Plan could be sent to the Board after each quarter's updates are input.

Board Photograph

The Board gathered for an updated photograph of the current members.

Good of the Order

Woltjer updated the Board regarding the lockers. The current locker on order is late due material delays. The planned locations for the upcoming lockers are Heights, Lockwood, and then Broadwater. Woltjer stated the MOU is currently being finalized. McSweyn asked if people would be able to return books at the lockers. Woltjer told her yes, there would be return bins at the lockers.

Samuelson commended the seed library.

Fisher said she appreciated the work that was done regarding the flood. She said staff was amazing and the information sent out to the public was great. Stewart-Freeman said Children's librarian Allynne Ellis was very appreciative of the support they have received from everywhere.

Pollinator week is June 20 – 26, and there is an exhibit currently downstairs. The Honey Bee Queen is coming to the library during the week.

Update for the Genealogy Room, sent via email prior to the meeting: "The Genealogy Room had 13 patrons in May. Last week we met with a Girl Scout troop from Pilgrim Congregational Church. They are beginning to work toward (a) genealogy badge. We will meet with them several times to check their progress and help where needed."

Adjournment

Motion, second, and approved to adjourn.
12:55 pm

McSweyn/Horrell